

City of Martin

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RANDY BRUNDIGE, MAYOR

WARD I	CITY BOARD WARD II	WARD III
DANNY NANNEY REX PATE	DAVID SADBERRY DAVID BELOTE	RANDY EDWARDS TERRY HANKINS

December 10, 2015

James W. Scott
Division of Water Resources
Jackson Environmental Field Office
1625 Hollywood Drive
Jackson, Tennessee 38305

REF: MS4 Meeting Follow-up Letter & Agreements
Permit No.: TNS077607
Weakley County

Dear Mr. Scott,

On Wednesday, December 2, 2015, I met with you and John Chlarson, a representative of the state's Municipal Technical Advisory Service (MTAS) for the purpose of assisting me with the City of Martin's (City) MS4 program. As you know I am very new to the responsibility associated with being the City's MS4 Program Manager. It is my desire, however, to revive the City's current inactive program and achieve full compliance with our permit.

It is also my desired goal for my City and community to strive towards the goal of being considered a marquee MS4 program in Tennessee. With this goal in mind, I wish to express my deep felt appreciation for your investment in time and effort on the City's behalf along with that of John Chlarson.

During our meeting we reviewed my additional work duties as the City's (only) "Code Enforcement" officer. As with the MS4 Program Manager, I am new to this responsibility as well. As the City's Code Enforcement officer and inspector there are four certifications that I must obtain and my goal from the start has been to obtain them within 12 months. I am currently about halfway to my goal. I restate these important requirements of my position to express once again my appreciation that you and Mr. Chlarson were sensitive to current obligations as we worked towards the agreement that is forth-coming in this letter.

The agreements between the City of Martin and the State of Tennessee's Division of Water Resources that were reached during this December 2, 2015 MS4 meeting are listed on the second page of this letter.

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Division of Water Resources
Jackson Field Office

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DEC 14 2015
Division of Water Resources
Jackson Field Office

The City of Martin Agrees to the Following Benchmarks In A “Good Faith” Effort to Ultimately Achieve Full Compliance With Its MS4 Permit Issued by The State of Tennessee’s Division of Water Resources

1. Have the Model Stormwater Ordinance Modified and ready for adoption by *Friday, January 15, 2016*. Within *30 days* of the effective date of the new MS4 Permit, the new ordinance will be modified as required by the new permit and the adoption process to begin at the subsequent Board Meeting.
2. Execute a contract with an engineering firm by *Monday, February 1, 2016* to provide TNEPSC Level II Certification review of qualifying stormwater plans until the City of Martin has personnel “Level II certified” to perform this requirement.
3. Prior to the meeting, the City of Martin had initiated a cooperative effort with the local “911 mapping” group that will provide the City with a map that will identify drainage flow directions and outfalls. In conjunction with this, their Public Works Department has already hired a U.T. Martin Intern that will allow for the development of a GIS map of the City’s drainage system. Additionally, the City of Martin has already purchase one locating unit that will allow City personnel to locate all of their stormwater inlets, manholes, etc.

The outfall map should be ready around *mid-January, 2016* which will get the City current with the 2010 MS4 permit related to the mapping requirements. The GIS portion will depend on the availability of the intern at this point (hours per week). Martin’s Public Works Department is taking the lead in the mapping.

4. Their Stormwater Management Plan will be completed 12 months after the effective date of the pending MS4 Permit.
5. John Chlarson will complete the required annual personnel training by the end of January, 2016.
6. The City of Martin understands that failure to meet or exceed these proposed milestones will again place the City in direct violation of NPDES Permit No. TNS077607 and subject to potential enforcement action for non-compliance.

**By so committing, the City of Martin requests that the Division of
Water Resources be willing to concede the following:**

1. Accept these agreements in lieu of the City’s 2015 Annual Report.
2. Accept these agreements and withhold any enforcement action that may have been under consideration for non-compliance.

3. Be willing to accommodate a “justifiable” change in a benchmark date(s) should some major obstacle develop. Obviously, the key word is “justifiable.
4. Be willing, as a representative of the State’s Division of Water Resources, to respond to this letter in writing confirming that these proposed benchmarks are acceptable to you and the Division of Water Resources that you represent.

Thank you again for extending the hand of cooperation to our City instead of the hand of enforcement. As an ambassador of the City, I look forward to working with you as we partner together and travel down that challenging road to full permit compliance for the City of Martin.

If you need to contact me for additional information or concerning anything stated in this letter or with any other issues that might come to mind, please free to contact me by phone at 731-514-4410 or by email at mbrundige@cityofmartin.net .

Respectfully Submitted,



Mike Brundige, MS4 Program Manager

City of Martin
Code Enforcement Office
109 University Street
Martin, Tennessee 38237

Official Concurring Signature:



Mayor Randy Brundige

12-10-15

Date